

(This section to be completed by subcontractor requesting document)

Requestor J. Lamb / 1034A Document Center (is requested to provide the following document)

Date of request ~~12/1/96~~ 5/3/96 Expected receipt of document ~~2/16/96~~ 6/3/96

Document number _____ Date of document 10/26/49

Title and author (if document is unnumbered) 3 documents
Material Release Report 1) 10/26/49 Material Release Report
2) 4/17/48 Mat Release Report and 3) 2/6/48 Procedure: Process
Material Release

(This section to be completed by Document Center)

Date request received 5/10/96

Date submitted to ADC 5/21/96

Date submitted to HSA Coordinator 5/10/96

(This section to be completed by HSA Coordinator)

Date submitted to CICO 5/21/96

Date received from CICO 5/28/96

Date submitted to ChemRisk/Shonka and DOE 5/28/96

(This section to be completed by ChemRisk/Shonka Research Associates, Inc.)

Date document received _____

Signature _____

Central Safety Mtg
4/20/48
(M)

INTER - COMPANY CORRESPONDENCE

(Insert
Name)

COMPANY Carbide and Carbon Chemicals Corporation LOCATION Post Office Box P Oak Ridge, Tenn.

TO: Mr. W. B. Humes Mr. H. R. House
Mr. S. C. Barnett Dr. F. W. Hurd
Mr. A. P. Huber Mr. M. F. McDermott
Mr. C. A. Babcock Mr. R. M. Batch
Dr. C. K. Beck Mr. W. L. Richardson
Mr. S. Cromer Mr. D. H. Riley, Jr.
Mr. A. P. Dunlap Mr. B. Speyers
Mr. J. A. Elkins Mr. R. R. Wolf
Mr. A. A. Forseman

DATE: April 19, 1948

SUBJECT: Material Release Report

This document has been reviewed for
classification and has been determined to
be UNCLASSIFIED.

Thomas W. Selby
ADC Signature

5/23/96
Date

Supplementary to the bulletin issued under date of March 19, 1948, subject as above, it is suggested that the following be added to the policy as stated therein:

"It is the policy of the K-25 Plant that all accidental spills, escapes or releases of radioactive, toxic or corrosive materials in any working locale be reported on Form WCX-766 (Dec. 1947)." The Form Appendage distributed for inclusion in the Standard Practice Procedure Manual covers in general, instructions for completion and distribution of the necessary forms. Previous instructions issued relative to the report of "above tolerance" exposure, and release of radioactive materials are not affected and should be in accordance with the instructions contained in the previous memorandum.

The above-mentioned supplement should provide an effective means for determining operating conditions, etc., at the time of accident involving spills or releases of radioactive, toxic, or corrosive materials, should prove to be of valuable assistance in determining exposures to personnel, and will furnish basic information required for the use of the Medical and Insurance Departments. In addition, this will allow for an evaluation to be made of operating procedures and equipment to determine corrective measures required to minimize recurrences.

*Proposed plant Bulletin, prepared by the
Safety Dept for discussion at the Central
Safety Meeting on 4/20/48*

abs

E. T. & I. FILE

File III-A-2

Cross Ref. Humes

Per me Filed By _____ Date _____

This document has been approved for release
to the public by:

John F. Lester
Technical Information Officer
Oak Ridge K-25 Site

5/24/96
Date

Carbide and Carbon Chemicals
Corporation, Operating Contractor for
the U.S. Atomic Energy Commission.

INTER-COMPANY CORRESPONDENCE

(INVERT NAME) COMPANY CARBIDE AND CARBON CHEMICALS CORP. LOCATION _____

Post Office Box P
OAK RIDGE, TENN.

TO Mr. A. P. Dunlap
LOCATION K-1001

DATE October 26, 1949

ANSWERING LETTER DATE

ATTENTION
COPY TO

Mr. F. H. Anderson
H. F. Henry
A. P. Haber
J. R. Largey
H. M. Preuss
W. R. Smith
F. Strang

SUBJECT Material Release Report

This document has been reviewed for
classification and has been determined to
be UNCLASSIFIED.

Thomas W. Selby
ADC Signature

5/23/96
Date

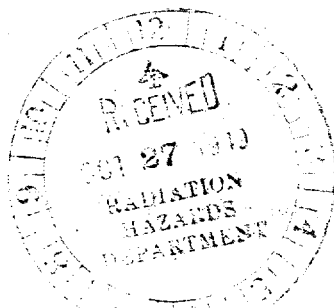
To adequately account for Uranium materials in the plant, it is necessary that this department receive immediate notification of material releases or spills. Upon such notification, an investigation of an accounting nature is undertaken by this department.

The use of a form already in service for this purpose has several obvious advantages over the issuance of an entirely new form. By making the following two modifications in the present Material Release Report Form (WCX-766) it is felt the form would be more than adequate for our purposes and would not materially alter the form or affect its use by your division. These suggested changes are:

1. That we receive any one of the first three copies of the report for our files.
2. That the Material Release Forms be pre-numbered serially.

The Uranium Control Department will help in any way you desire in preparing a Standard Practice Procedure covering the use and distribution of the Material Release Reports.

URANIUM CONTROL DEPARTMENT



J. R. Largey
J. R. Largey

FS/vtr

This document has been approved for release
to the public by:

John Thorton
Asst. Technical Information Officer
Oak Ridge K-25 Site

5/24/96
Date

Carbide and Carbon Chemicals
Corporation, Operating Contractor for
the U.S. Atomic Energy Commission.

INTER-COMPANY CORRESPONDENCE

Post Office Box P
OAK RIDGE, TENN.

(INSERT NAME) COMPANY CARBIDE AND CARBON CHEMICALS CORP. LOCATION _____

TO
LOCATION

R. A. Greene
K-303-7

DATE February 6, 1948

ANSWERING LETTER DATE

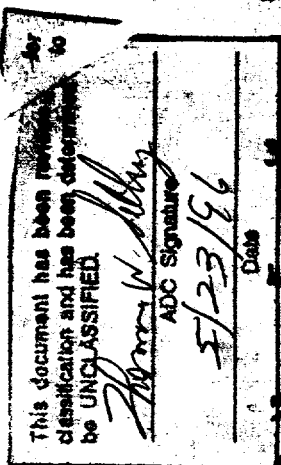
ATTENTION
COPY TO

File

SUBJECT Procedure:
Process Material Release.

A number of questions occur on reviewing the procedure. Answers should either be included in the procedure or be found in other procedures. Suggest also that various maintenance sections be contacted on difficulties experienced on various jobs because of incomplete information on Hazardous Permits.

1. Who notifies the Safety Department, when and how?
2. How can the man inside a room filled with P G be reached in event of fainting, or injury (Step 3)? What protective equipment is available for the man outside to comply with regulations in effecting a rescue? How accessible?
3. Listing of personnel involved in Step 5? Believe operations has a letter issued last June or July on securing names, badge numbers, etc. of those in contaminated area?
4. What record is maintained of personnel other than operation or decontamination who enter building, even if wearing of protective equipment?
5. Hazards Permits should definitely specify equipment to be worn?
6. Who decides when place is clear (Alpha count 2 or less per cu ft of air) and whose duty is it to decide whether maintenance can work without masks. Suggest possible revision of Hazards Permit to take this point into consideration.
7. What steps are taken to mark off area of contamination and to see that area is not entered without proper equipment (Step 7)?



Mr. Marshall had several objections due to a desire to get procedure out Monday. Claimed could be called in for revisions. Admit parts of above are operations - but - So if you wish to see more you will have to go to where I was assigned.

RADIATION HAZARDS DEPARTMENT

A. J. Millett

Carbide and Carbon Chemicals
Corporation, Operating Contractor for
the U.S. Atomic Energy Commission

This document has been approved for release
to the public by:

[Signature] 5/24/96
Date
Oak Ridge K-25 Site